



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 5490748
Procuring Entity DEPARTMENT OF TOURISM
Title Tourism Investment Capacity Building Seminar for LGU's in Region XII (Gen. Santos City-July 23-27, 2018)

Area of Delivery

Solicitation Number:	2018-07-0175	Status	Active
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	2
Classification:	Goods	Bid Supplements	0
Category:	Travel, Food, Lodging and Entertainment Services	Document Request List	0
Approved Budget for the Contract:	PHP 338,380.20		
Delivery Period:		Date Published	14/07/2018
Client Agency:		Last Updated / Time	14/07/2018 00:00 AM
Contact Person:	TERESITA ANDRIN ROMANES Admin. Assistant V #351 Sen. Gil Puyat Avenue Makati Makati City Metro Manila Philippines 1200 63-2-8900189 63-2-8900189 t_romanesh@yahoo.com.ph	Closing Date / Time	17/07/2018 14:00 PM

Description

TERMS OF REFERENCE

I. PROJECT

TOURISM INVESTMENT CAPACITY BUILDING SEMINAR FOR THE LGUs IN REGION XII (GENERAL SANTOS CITY)

II. BACKGROUND

The Capacity Building Seminar for the LGUs is a follow up activity to the Tourism Investment Forum (TIF) conducted in the region intended for the Local Economic Investment Promotion officers (LEIPO), local tourism officers, Business Permit Licensing Officers (BPLOs), Municipal Planning Development and Coordination Officers (MPDCOs).

The scheduled date of the Capacity Building Seminar is on July 23 to 27, 2018 inclusive of travel time of facilitators.

III. PURPOSE/OBJECTIVES

- To equip the LEIPOs, MPDCOs, local tourism officers, and BPLOs of the technical know-how in the preparation of an investment portfolio;
- To impart skills in pitching to include power point presentation; and
- To help them find and attract potential investor partners to develop their properties into tourism-related projects

IV. REQUIREMENTS

- Must be DOT accredited
- Willing to provide services on send-bill arrangement

V. SCOPE OF WORK/DELIVERABLES

- Roundtrip airline tickets (Manila-General Santos City-Manila) for DOT head office representatives and invited resource speakers – seven (7) pax ; Departure Manila for General Santos City on July 23 AM arrival; Departure General Santos City for Manila July 27 PM arrival.

2. Travel insurance of the three (3) DOT head office representatives (facilitator/ speakers) covering July 23-27
3. Meals of invited speakers and DOT head office representatives (facilitator/ speakers) while in General Santos City – seven (7) pax plus five regional office staff/ officers (5) covering July 23 to 27
4. Land transportation (arrival and departure and a day tour on the day of departure) July 23, 25 and 27
5. DOT accredited Hotel for the accommodation of invited speakers and DOT facilitators (1-twin for 4-nights [PIED officers] July 23-27; and 1-single for 2-nights [for the Director] July 23-25; 3-twin rooms for 4-nights (invited speakers) July 23-27)
6. DOT accredited Hotel function room for 3-whole days with banquet service (AM and PM snacks, lunch and dinner for the seminar participants, speakers and DOT head office and regional office representatives = 50pax; July 24-26
7. DOT accredited Hotel accommodation for participants from the region (10 triple sharing for 3nights) July 24-27
8. Tokens for the speakers worth Php 9,000 for the speakers

VI. BUDGET

Total estimated budget is Php 338,380.20

VII. PROJECT OFFICER/CONTACT PERSON:

MARITES BALLESTER
Mobile: 0921 441 22 15

Note: Cost of items in quotation should be broken down. Payment will be based on actual expense.

Other Information

Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation and contract award.

NOTE : The winning bid shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's/Business Permit/BIR Cert of Registration (Individual) or Official Receipt as a Proof of Payment for the Renewal of Business Permit
2. PHILGEPs' Registration Number or Cert. of Platinum Membership in lieu of Mayor's Permit and Philgeps registration Number
3. Latest annual Income/Business Tax Return (For ABC's above Php500K)
4. Original or certified true copy of duly notarized Omnibus Sworn Statement
5. Valid DOT Accreditation certificate

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the Solicitation number) addressed to
Ms. Teresita A. Romanes at the Department of Tourism
#351 Sen. Gil Puyat Avenue, Makati City
Telephone Nos. 459-5200/30 loc. 425

Created by TERESITA ANDRIN ROMANES

Date Created 13/07/2018

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